

BOARD OF SUPERVISORS COUNTY OF LOS ANGELES

383 KENNETH HAHN HALL OF ADMINISTRATION / LOS ANGELES, CALIFORNIA 90012

MEMBERS OF THE BOARD

GLORIA MOLINA YVONNE B. BURKE ZEV YAROSLAVSKY DON KNABE MICHAEL D. ANTONOVICH

VIOLET VARONA-LUKENS, EXECUTIVE OFFICER (213) 974-1411

January 10, 2006

The Honorable Board of Supervisors County of Los Angeles 383 Kenneth Hahn Hall of Administration 500 West Temple Street Los Angeles, CA 90012

Dear Supervisors:

CONFLICT OF INTEREST AND DISCLOSURE CODE (ALL DISTRICTS) (3-VOTES)

IT IS RECOMMENDED THAT YOUR BOARD:

Approve the Conflict of Interest and Disclosure Codes for Agricultural Commissioner/Weights & Measures, Bellflower Unified School District, La Canada Irrigation District, Newhall County Water District, Sulphur Springs School District and Walnut Valley Unified School District to be effective the day following your Board's approval.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommendations are necessary in order to comply with the provisions of the Political Reform Act of 1974. In accordance with the Act, the Board of Supervisors must approve a Conflict of Interest and Disclosure Code for each local government agency for which the Board of Supervisors is the code reviewing body.

Pursuant to Government Code Section 87300, every agency must adopt and promulgate a Conflict of Interest and Disclosure Code that, as the code reviewing body for Los Angeles County, the Board of Supervisors must approve before the code can then take effect. In addition, pursuant to Government Code Section 87306, agencies are required to amend their Conflict of Interest Codes when such amendments are necessitated by changed circumstances.

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Implementation of Strategic Plan Goals

Approval of the attached codes broadly supports the County Strategic Goal of Workforce Excellence.

The proposed amendments to these Conflict of Interest and Disclosure Codes have been thoroughly reviewed and approved by the code review staff in accordance with the procedures established by your Board.

FISCAL IMPACT/FINANCING

Local governmental agencies must have a Conflict of Interest and Disclosure Code in which designated employees are required to disclose financial interests at a level appropriate to their decision-making authority. These employees make or participate in the making of decisions that may have a foreseeable material effect on a financial interest. Adoption of a Conflict of Interest and Disclosure Code deters potential conflicts of interest, thereby averting misuse of public funds.

The recommended action has no effect on budget revenues and expenditures.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The code review staff recommends that your Board approve the newly adopted or amended Conflict of Interest and Disclosure Codes for the agencies listed below, pursuant to Government Code Section 87300.

Substantive Changes:

Agricultural Commissioner/Weights & Measures

- Changes the title of one (1) position.
- Modifies disclosure categories by omitting the definitions of investment and income.

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Substantive Changes (Continued)

Bellflower Unified School District

- · Corrects the title of one (1) position.
- Creates a new disclosure category for Members, Personnel Commission.
- Changes the title of one (1) position.
- Deletes Safety & Risk Officer from the code due to reorganization.
- Modifies disclosure categories by omitting the definitions of investments and income.

La Canada Irrigation District

- Expands the disclosure of the Director and Candidate for Director positions.
- Changes the title of one (1) position.
- · Adjusts disclosure of the Manager position.
- Modifies disclosure categories for reporting income, investments, and business positions omitting an obsolete definition of investments.

Newhall County Water District

- Changes the language of the agency's disclosure categories and omits an obsolete definition of investments.
- Expands the disclosure of the Members of Board of Directors.
- Adjusts disclosure of the General Manager and Director of Finance/Administration positions.

Sulphur Springs School District

Adds Manager, Technology Services to the code.

Walnut Valley Unified School District

- Changes the titles of two (2) positions.
- Deletes Assistant Superintendent Educational Programs & Services from the code due to reorganization.
- Adds Assistant Superintendent Educational Programs-Elementary Education and Assistant Superintendent Educational Programs-Secondary Education to the code.
- Modifies disclosure categories by omitting the definitions of investments and income.

The Honorable Board of Supervisors January 10, 2006 Page 4

IMPACT ON CURRENT SERVICES

Violet Varona-Lukens

Approving the attached Conflict of Interest and Disclosure Codes for these agencies will further the purposes of the Political Reform Act of 1974 and will require the individuals designated in each agency's code to disclose appropriate economic interests in their Statements of Economic Interests.

Respectfully submitted,

VIOLET VARONA-LUKENS EXECUTIVE OFFICER

VVL:JL:gs

Attachments (6)

c: Chief Administrative Officer County Counsel

AGRICULTURAL COMMISSIONER/WEIGHTS & MEASURES

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

AGRICULTURAL COMMISSIONER/ WEIGHTS & MEASURES

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned this disclosure category.

CATEGORY 5

Persons in this category shall disclose all investments and business positions in and income from the production, brokerage, processing or marketing of fruit, nut, vegetable, forage, seed, field, nursery, egg, and, honey corps; and/or from the manufacture, sale, advising for use, or use of any pesticide, repellant, or control device for commercial or agricultural use; and/or from the clearing of rubbish, debris, brush, weeds, and other fire or health hazards from vacant lots.

AGRICULTURAL COMMISSIONER/ WEIGHTS & MEASURES

EXHIBIT "A" (Continued)

CATEGORY 6

Persons in this category shall disclose all investments and business positions in and/or income from businesses:

- A. Using any weighing or measuring (liquid, linear, count, time) device for commercial purposes.
- Engaged in adjusting, servicing, repairing, or installing commercial weighing or measuring (liquid, linear, count, time) devices.
- C. Engaged in the packaging, distribution, or labeling of any commodity for sale, which falls under the jurisdiction of the Business and Professions Code of California pertaining to weights and petroleum products.

CATEGORY 7

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interest disclosing reportable interests in the categories assigned to that designated position.

In addition, individuals who under contract participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

AGRICULTURAL COMMISSIONER/WEIGHTS AND MEASURES

EXHIBIT "B"

Designated Positions	Disclosure Categories
Agricultural Commissioner/Director of Weights & Measures	1,2,3
Chief Deputy, Agricultural Commissioner/Weights & Measure	es 1,2,3
Chief, Administrative Services	1,2,3
Deputy Director, Agricultural Commissioner/Weights & Meas	ures 1,2,3
Deputy Agricultural Commissioner/Sealer	1,4
Information Systems Coordinator	4
Financial Specialist III	1,4
Administrative Assistant III	4
Staff Assistant III	4
Chief, Environmental Toxicology	4
Supervising Agricultural Inspector	5
Supervisor, Weights and Measures Inspection	6
Agricultural/Weights and Measures Inspector I,II,III	5, 6
Consultant	7

EFFECTIVE:

BELLFLOWER UNIFIED SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

BELLFLOWER UNIFIED SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who under contract participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

CATEGORY 6

Persons in this category shall disclose all income from, investments in, and business positions with any Bellflower district employee, any agent or employee association representing any such employee, and business positions with, investments in or income from any entity owned or controlled by such employee or any such employee's spouse or other financial dependents.

BELLFLOWER UNIFIED SCHOOL DISTRICT

EXHIBIT "B"

Designated Positions	Disclosure Categories
Members, Board of Education	1, 2, 3
Superintendent	1, 2, 3
Associates Superintendent Business & Personnel Se	rvices 1, 2, 3
Assistant Superintendent Instructional Personnel & P	rograms 4
Assistant Superintendent, Education Services	4
Chief Business Officer	4
Members, Personnel Commission	6
Director, Assessment and Evaluation	4
Principal of Education Options	4
Director of Technology	4
Assistant Superintendent, Special Education	4
Director of Food Services	4
Director, Maintenance & Operations	4
Director of Curriculum & Instruction	4
Director, State & Federal Projects	4
Director of Child Development Programs	4
Senior Buyer	4
Buyer	4
Disbursement & Purchasing Director	4
Supervisor of Transportation	1, 4
Consultant	5

EFFECTIVE:

LA CANADA IRRIGATION DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

LA CANADA IRRIGATION DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interests in real property within the jurisdiction of the district. Real property shall be deemed to be within the jurisdiction of the district if the property or any part of it is located within or not more than two miles outside the boundaries of the district or within two miles of any land owned or used by the district.

Persons are not required to disclose property used primarily as their personal residence or for personal recreational purpose.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act' exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

LA CANADA IRRIGATION DISTRICT

EXHIBIT "B"

Designated Positions	Disclosure Categories
Director	1, 2, 3
Candidate for Director	1, 2, 3
Manager	2, 3
Consultant	4

Effective:

NEWHALL COUNTY WATER DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

NEWHALL COUNTY WATER DISTRICT

EXHIBIT "A"

Types of business entities, business positions investments, sources of income or real property reportable, according to disclosure categories set forth for the designated position as listed on Exhibit B.

CATEGORY 1

Persons in this category shall disclose all interests in real property within the District, except personal residences. Real property shall be deemed to be within the jurisdiction of the District if the property or any part of it is located within or not more miles than two miles outside the boundaries of the District or within two miles of and land owned or used by the District.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell services and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the General Manager of the District.

NEWHALL COUNTY WATER DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	Disclosure Categories
Members of Board of Directors	1, 2, 3
General Manager	2, 3
Director of Finance/Administration	4
Consultant	5

Effective:

SULPHUR SPRINGS SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

SULPHUR SPRINGS SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Person in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

SULPHUR SPRINGS UNION SCHOOL DISTRICT

EXHIBIT "B"

Designated Positions	Disclosure Categories
Member, School Board	1, 2, 3
Superintendent	1, 2, 3
Assistant Superintendent, Business Services	1, 4
Assistant Superintendent, Instructional Services	4
Director, Special Education	4
Director, Personnel/ Pupil Services	4
Manager, Facilities & Project	4
Manager, Fiscal Services	1, 4
Manager, Technology Services	4
Transportation Manager	1, 4
Consultant	5

Effective:

WALNUT VALLEY UNIFIED SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

WALNUT VALLEY UNIFIED SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who under contract participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

WALNUT VALLEY UNIFIED SCHOOL DISTRICT EXHIBIT "B"

Designated Positions	Disclosure Categories
Members of the Board of Trustees	1, 2, 3
Superintendent	1, 2, 3
Assistant Superintendent Business Services	1, 2, 3
Asst. Supt. Educational Services – Elementary Educa	ation 4
Asst. Supt. Educational Services – Secondary Educa	ition 4
Assistant Superintendent Human Resources	4
Consultant	5

EFFECTIVE: